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ABSTRACT

The National Program for Acquisition and Cataloging (NPAC) authorized under Title IIC of the Higher Education Act of 1965 is called the Shared Cataloging Program. Under this Act the Library of Congress is authorized to: (1) acquire for its own collections all materials currently published throughout the world that are of value to scholarship and (2) to provide cataloging information of these materials and to distribute this cataloging information by printed cards and other means (i.e. in MARC format). The inclusion of non-American titles in the shared cataloging efforts of the Library of Congress was needed because, without it, research libraries could buy catalog cards for only 50% of their book purchases. The magnitude of this global network program is summarized and the international possibilities for the use of the Library of Congress automation projects are discussed. (NH)

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SCHOOL OF LIBRARIANSHIP
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SHARED CATALOGUING

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U.S. DEPARTMENT OF HEALTH,
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Dublin, University College Dublin, 1969

This pamphlet records a lecture given by Miss Westby to the students of the School of Librarianship in December 1968. The lecture is printed as spoken by Miss Westby. The bibliography was made available at the same time.

ELLEN POWER

The Library of Congress has been acquiring materials from all over the world through purchase, gift, and exchange for many years. In fact, I read some statistics the other day that overwhelmed me. The Library of Congress acquired over 8 million books and other pieces of library material by purchase from over 1000 dealers around the world, by exchange with over 20,000 institutions, by transfer from other U.S. Government agencies, by gift, and by copyright deposit. These materials represent 70 languages in 20 alphabets.

Through the operation of two overseas programs authorized by legislation in the U.S. Congress, the Library of Congress now acquires more comprehensively and catalogs materials from 39 countries through offices in 16 cities. The Library of Congress carries out programs as much as possible through residents of the countries in which the work operations are centered. Library of Congress staff members, such as myself, are sent overseas to set up the offices, to establish procedures, and to train resident personnel in Library of Congress methods and requirements. We return to the U.S. when these two objectives have been accomplished. This has already occurred in London, the Hague, and Cairo, although the latter was speeded up by the 6-days war when the Field Director had to be evacuated.

One of these programs is the Library of Congress Public Law 480 program in which scholarly materials are purchased and cataloged for over 300 American libraries using U.S. owned foreign monies in 8 countries : Ceylon, India, Indonesia, Nepal, Pakistan, the United Arab Republic, Israel, and Yugoslavia.

The other program is the National Program for Acquisition and Cataloging (NPAC) authorized under Title II C of the Higher Education Act of 1965, and called the Shared Cataloging Program. This is the program I will describe this morning.

The Higher Education Act of 1965 authorized the Library of Congress :

- 1) to acquire for *its own* collections all materials currently published throughout the world that are of value to scholarship, and
- 2) to provide cataloging information of these materials and to distribute this cataloging information by printed cards and other means (i.e. in MARC format).

How does the Library of Congress carry out its assignment ?

It already had more than enough to do as the above statistics indicate, and there is a shortage of catalogers and especially of those with language and subject skills.

A study of 18 national bibliographies in January 1966 revealed that we could use descriptive cataloging information in these bibliographies without change. An experiment using entries from the *British National Bibliography* showed that the plan would work. The first cards were printed in April, 1966. By establishing offices overseas, we could acquire personnel with the necessary language skills. The first office had been established in London in June 1966; now there are offices in Oslo, Wiesbaden, Vienna, Paris, Belgrade, the Hague, Florence, Tokyo, and Rio de Janeiro, the office in Belgrade being both a PL 480 and a Shared Cataloging Office. These offices cover the following countries: Norway, Sweden, Denmark, Finland, East and West Germany, Austria, France, Switzerland, Yugoslavia, Holland, Belgium, Italy, Japan, and Brazil.

In addition, the Library of Congress receives cataloging information directly from the national bibliographies in Russia, Australia, Canada, New Zealand, and South Africa. There are no offices in these 5 countries. Since March of 1968 we have been receiving in Washington, by air freight, Chinese language monographs published in Hongkong, Taiwan, and mainland China. It is expected that Indonesia will be changed from PL 480 to the Shared Cataloging program and that the Djakarta office may then include also Malaysia and Singapore.

Another office located in Nairobi, Kenya, is a regional acquisition center. It covers 12 countries in East Africa including Ethiopia, Kenya, the Malagasy Republic, Malawi, Mauritius, Somali Republic, Tanzania, Uganda, and Zambia, etc. It has no cataloging responsibilities since there are no national bibliographies from which to receive cataloging information. Also, the books are difficult to find since many of them are not in the booktrade.

Talks have been held with officials in Poland and Spain as well as Bulgaria, Czechoslovakia, and Rumania.

This summary has been presented to illustrate the magnitude of this program and to place each office, e.g., London and Oslo, in its proper perspective as part of a global network.

And what is meant by shared cataloging? Shared cataloging is a technique whereby we share, or use, the cataloging already prepared in the various countries instead of repeating the work. This has been the goal of librarians for over one hundred years—to avoid the duplication of cataloging—to catalog a book one time for all

time. In turn, the Library of Congress shares this cataloging with any library that buys its catalog cards. Over 78 million catalog cards were sold this year.

Despite the sale of so many cards, American libraries had not been able to buy cards for all their books. That was how this program came into being. American university and research libraries were buying more and more non-American literature from all over the world. Added to this was a serious shortage of trained and qualified librarians, not enough catalogers, not enough with language and subject skills. A study made by the Association of Research Libraries in 1963 revealed that the 60 member libraries were spending 16%, or 16 million dollars, of their budgets on cataloging. They had acquired 100,000 titles not in the Library of Congress. It cost a library 3 to 6 times as much to catalog a book itself as to catalog it with the Library of Congress cards. They could buy cards for most American books, for many English books, but for few non-American titles. In fact, they were able to buy cards for only 50% of their book purchases. This is the background for the efforts to incorporate Title II C into the Higher Education Act.

This law was to provide more money for books but it would not greatly help the universities to receive extra money for books if they could not catalog them for use. The solution was a centralized cataloging agency supported by Federal funds and the Library of Congress was the obvious choice.

There was a precedent in the Farmington Plan which was a decentralized system of acquiring one copy of every research book for use within the U.S. The field of knowledge was divided among the various universities which cataloged the materials they received and sent a copy of the catalog cards to the Library of Congress.

All the shared cataloging offices are located with the Library of Congress book dealer in the various countries, with the exception of Vienna where the office is located in the National Library. The London office is located with B.F. Stevens and Brown. You are probably interested in the operation of one of these offices. Each office receives an advance copy of each bibliographical entry to be listed in the weekly national bibliography. This may be 1-3 weeks before the bibliography itself is published. This copy may be in the form of carbon or xerox copy, or in some instances, a printer's proof. The book dealer reads through the slips and selects the titles that he will purchase for the Library of Congress on the basis of a selection policy previously agreed upon by the Library of Congress and the dealer.

The coverage is broad. It comprises trade and non-trade monographs (including those in numbered and unnumbered series), annuals, such as yearbooks, proceedings, transactions, etc., and atlases. It excludes maps, non-book materials, periodicals, off-prints, translations, reprinted or unrevised editions, textbooks under the university level, and dissertations. We expect to receive the latter on exchange. The coverage begins with material listed in the national bibliography for 1966, admitting items published prior to 1966 if these are listed in the national bibliography.

When we receive the slips from the dealer marked with his selections, we alphabetize and divide them into selected and unselected packs. We search our catalog card files (which includes cards for all entries in the national bibliography since January 1966) to screen out any duplicate orders. Then we prepare and xerox copies of each slip.

We also type stencils using the cataloging information exactly as it is in the national bibliography including price and bibliography issue number, but arranging the information in Library of Congress format and translating the collation into English. The choice and forms of the main entry, however, conform to Library of Congress practice and to the Anglo-American Cataloging rules. From the stencil we run 40 preliminary catalog cards. The 2 xerox copies and 15 cards for each title in the weekly bibliography are sent by air freight to Washington within 2 or 3 days. One card is filed in the LC office card catalog and the remaining cards are stored until the book is received in the case of selected titles, and until an order is received in the case of unselected titles.

Since the bookdealer has many of the new books in stock, we receive some titles immediately. The non-trade publications take longer to obtain. When the book is received in the LC office, it is matched with the cards and sent by air freight to Washington, where final numbers are added. The catalog cards are then printed and ready for sale, hopefully 3-4 weeks after the receipt of the book in Washington.

Selections of titles are made in addition to those made by the bookdealer. All orders received by the bookdealer directly from American libraries are checked by us in our file. If the book is published in 1966 or later, and we do not find that it has already been ordered, we place an order for a copy for LC. 95 American libraries now receive a copy of each of the catalog cards printed by LC, and check all of their book orders against this file of cards. If they find that the LC cards do not include items which they have

already acquired for their own libraries, they forward to the LC a copy of their book orders for these items. LC then checks the file of xerox slips and cards which we have sent them. (These files are arranged by language). If they find that the book has not been ordered, they send us an order for it. There is a third selection process: all of the xerox slips that we send for the unselected titles are searched at the Library of Congress in the official catalog to find duplicates, other editions, open entries, etc. They are then arranged by classification number and routed to the over 140 recommending officers in the Library who then read through the cards and place further orders.

Some overseas offices receive advance information from publishers and dealers. They then forward this information to the national bibliography for listing so that the catalog card can carry the bibliography number. Some of the offices, including the ones in Oslo and London, are also buying books for the National Library of Medicine and the National Agricultural Library.

Has the program been successful? The 95 American libraries say 'yes.' Cards are now available for 77% of their book purchases, an increase of over 25%, and the cards are available 4 months earlier than before. The Library of Congress has increased its cataloging production from 130,000 titles in 1966 and 150,000 in 1967, to 180,000 in 1968. The American libraries use the LC cards as a book ordering tool and so avoid expenditure of time and money in searching national bibliographies, dealers' catalogs, etc.; and also avoid duplicate ordering. They have increased their own catalog production due to the availability of more LC cards and reduced costs by having non-professional staff do the cataloging with these LC cards. Many libraries have completely revised their cataloging and processing operations.

As you realize by now the Library of Congress is interested in everything that is currently published so that it can provide a catalog card for it. I am pleased at the splendid beginnings made on the *Irish Publishing Record* and am taking a copy to show the Assistant Director for Acquisitions and Overseas Operations who is visiting me in Oslo next week. We will want to incorporate this important bibliography into the Shared Cataloging Program.

Although NCAP is an American program it has international aspects. The Shared Cataloging Program would not be possible without the full cooperation of all the producers of the national bibliographies in the many countries involved in this global book acquisition program. We are most appreciative of this wholehearted

support. However, I would like to repeat the remarks made by the Librarian of Congress at the IFLA meeting in Frankfurt this past August. At a meeting discussing European views on shared cataloging, the point was made that this program is a one-way street. Perhaps. However, this program is an American one based on an American law to benefit American libraries and is paid for with American taxpayers money, including mine. As Dr. Mumford pointed out, the Library of Congress pays the national libraries for the cataloging information which we receive. We know that providing us with this information has caused extra work, and this money is to pay for the extra staff and equipment needed by the national bibliography to participate in the shared cataloging program. We also pay the bookdealers for office space, staff, equipment, and supplies.

In my opinion the program speakers at Frankfurt were much too shortsighted. They pointed out all the immediate negative problems of daily operations and did not see the positive far-reaching aspects of the program. Sir Frank Francis has called this one of the most exciting events in the library world. At Frankfurt he stated that librarians have an idea today and expect it to be fulfilled tomorrow. He did not feel that 10 years was too long to wait for the solution of the world's cataloging problems. As Dr. Mumford stated in Frankfurt, the Library of Congress never expected that other libraries could use our cards without change. After all, we change the main entries in the national bibliographies to fit Library of Congress practice, one example being the corporate entry which is used in the U.S., but not in Sweden, Denmark or Finland. But with this program, the Library of Congress *National Union Catalog* does become a selective international bibliography which might be of some help to other libraries for both acquisition and cataloging. The *National Union Catalog* also makes available information on books to a very wide public, since it is sent all over the world. This should increase the sale of books and so help both publishers and booksellers. I know that many more Scandinavian books are being purchased by American libraries since this program began in Oslo.

Now, admittedly, LC cards are received too late for European libraries to obtain cataloging help at the present time, but card distribution is being automated, and orders should be filled very quickly when this is completed. Also, the cataloging information is in machine-readable form (MARC). Some day satellite communication will probably make possible the direct transmission of the cataloging information immediately on demand when it is needed by a library. I think that the speaker from Germany missed

the point entirely in his speech at Frankfurt. Progress is made of making dreams come true. Are we not about to fly to the moon?

There is another international aspect to this program. The Library of Congress has accepted as standard the descriptive cataloging in each country's national bibliography. If all countries could accept each other's cataloging, we would have international cataloging, which everyone talks about, but is not ready to follow.

What of the immediate future? An amendment to the Higher Education Act will permit the Library of Congress to buy a second copy of each title for deposit at the Center for Research Libraries in Chicago for loan to other libraries. There is also the possibility that in Asia and Africa where there are no developed national bibliographies and where publications are difficult to obtain, the Library of Congress could use its apparatus to buy a third copy to be deposited in a European library for loan. The Library of Congress would have to be reimbursed for the book and its service, but this would be an economical and efficient way of providing an opportunity for European libraries to consult such books.

The total system to mechanize card distribution was designed last year to improve the Card Division's extensive services to libraries around the world. The entire service from receipt of orders to shipment of cards will be automated. The program has an acronym: CARDS, which stands for Cards Automated Reproduction and Distribution System. In the first stage of the automation changeover, begun on October 2, 1968, typed or handprinted numbers are read by a machine at 1,200 slips per minute. 60,000 slips are now received every day. This numbered information, consisting of the subscriber account number, type of handling desired, and the LC card number, is recorded simultaneously in 3 forms: conventional print out for a permanent record of orders; on magnetic tape for statistical control and preparation of invoices; and in fluorescent bar coding on the back of each order slip for machine sorting. On another machine the slips are sorted by card number and, at present, these order slips are filed manually by boys picking the cards from the many storage drawers. Cards and order slips are returned to the machine which re-sorts by subscriber number so that the cards and order slips for one library are together for shipment. A line printer prepares the invoices and mailing labels. These are manually matched with the orders and mailed. This involves the daily reading of 60,000 orders and the sorting of 360,000 cards and order slips for mailing.

Phase 2 will be installed in 1969. It will eliminate, when completed, the present manual steps and the long files of cards. A computer

will locate the LC card in machine-readable form in the storage units and the cards will automatically be printed to fill the orders. The cards will be sorted for each subscriber, as I described above, and a packaging device will match each subscriber's order with an address label, and wrap the order for mailing.

It will naturally take several years to convert to machine readable form all the catalog cards now in stock for some 5 million titles. But the system will begin in Spring 1969. And eventually your order for LC cards will be filled simultaneously. Then perhaps non-American librarians can obtain cards quickly enough to share our cataloging information.

MARC is the abbreviation for *Machine Readable Cataloging*. The MARC project grew out of a series of studies to investigate the possibility of converting cataloging information to machine-readable form. Studies began in January 1965 and plans for the project began with the receipt of funds in December 1965. Then the system was designed and programs were written. It was limited to English language monographs, estimated at 125 titles a day or 600 a week, but shared cataloging increased this number to 1000 a week, thus upsetting the schedule. 16 libraries of various sizes and types located in different parts of the U.S. were selected to receive the tapes and experiment with them. In March 1967, a critical evaluation was made of the program. In light of these experiences and with the advice of many libraries, a new system, MARC II, was then designed. The tapes include cataloging for 50,000 titles in the English language published in 1966 and after.

The MARC programs that are supplied with the tapes are written for the IBM 1401 with 8K memory and the IBM system 360 model 30. They are designed to produce 3 products: a bibliographical listing with all tags and fields displayed; a brief author/title catalog; and a 3 x 5 card. The experimenting libraries used the tapes to produce book catalogs, catalog cards, and selected bibliographies. Some libraries that already had computer systems incorporated the information into their own files and produced catalog cards. They found, as did the University of Toronto, that the integration of MARC records into their own cataloging cycle shortened their time for producing catalog cards.

The Library of Congress, the National Library of Medicine, and the National Agricultural Library have now accepted MARC II as standard. MARC II is more flexible and allows for the transmission of all types of library materials, and also for more adaptations and uses. For testing purposes a single magnetic tape contain-

ing catalog records and priced at \$20 has been issued, but will not be updated nor changed.

Distribution on a weekly basis of cataloging information on MARC format of current English language monographs will begin in January 1969. Other languages will be included later. Programs for the input and output of MARC records are designed and written for IBM 360/30. Magnetic tapes will be available in 7-track 556 bits per inch and 9-track 800 bits per inch. Each tape will be 300 feet long and contain about 1500 titles. Subscription price will be \$600 a year and the subscription year will begin with the first reel issued. The minimum order is for a single quarterly cumulation at \$150. Payment must be made in advance. Each tape will be accompanied by a printed list of the L.C. card numbers on the tape.

When the problem of storage has been solved, the library world can exploit the enormous potential of the computer for storage and retrieval of bibliographical information.

A series of 2-day institutes on MARC have been held throughout U.S. and have been conducted by LC staff and 4 representatives of the 16 library experimenters. Description and explanation of the project, and sessions on input, collection, preparation, and computer processing of MARC records comprise the program of these institutes.

The Library of Congress, the National Library of Medicine, and the National Agricultural Library are working together on automation. As I have already stated, they have agreed on MARC II as their standard communication form for machine-readable cataloging data. They have also agreed on standards for descriptive cataloging. Of 43 elements, only 6 caused compatibility problems. Each library changed some of its procedures and agreement was reached. The other goals are the compatibility of classification and subject headings and a National Serials Data Bank. The latter will include information on all known serials, past, present, and to come, and will include approximately 1-1½ million serials.

The Library of Congress is now editing its tapes of subject headings on 7 and 9 tracks and these will be sold to libraries.

Also at the Library of Congress is a section called LOCATE—Library of Congress Automatic Techniques Exchange—a central clearinghouse for information on the experiences of libraries on automation. You can write here to learn what others have done.

The international possibilities of these automation projects are obvious. The British National Bibliography is going to use MARC II and will be, or is now already, offering a MARC service. Other

countries should consider the possibilities of MARC II also. They can save themselves considerable money and effort, and benefit by the work that has already been done. If MARC II should be accepted as the international standard and were to be used by all the national bibliographies, the sharing of cataloging would be simplified, accelerated, and expedited. With 450,000-500,000 titles published annually in the world today, we need to cooperate if we are to achieve bibliographical control of this material for the benefit of those who require it. We will then have reached the promised land.

'If a book is published that 500 of these libraries will buy, where can you think of a greater waste than that every one of the 500 should have to undertake, each for itself, with, in most cases, limited bibliographic machinery and insufficient force, to catalogue that book when it has been already catalogued in the National Library by the most expert staff in the country, having at their disposal every known resource?' A very modern statement, but in fact it was made by Mr. Melvil Dewey at hearings before the U.S. Senate in 1899. It sometimes takes a long time for an idea to be realized.

Sir Frank Francis has called the Shared Cataloging Program one of the great developments in librarianship. He has stated that this program must work 'otherwise the great libraries will cease to play their proper part in the intellectual life of their countries because of the sheer impossibility of meeting all the demands which are made upon them. . . It will . . . mean that practicality is taking a hand in our affairs at last and that the dream of collaboration which has foundered so often in the past on the rocks of formalism can at last become a reality. Now that this initiative has been taken, we just cannot afford to neglect this chance of mobilizing our strength. We must see to it that the interests of the users of libraries are given their proper place in our plans, instead of being, as in the past, subordinated to supposed professional requirements. . . Our library techniques and procedures are means to an end; not an end in themselves.'

A. J. Wells, editor of the *British National Bibliography*, has written: 'It seems to us that to work alone in a strictly national context when the Shared Cataloging Project has already dramatically demonstrated the basic similarities in the cataloging needs of every country, would be the greatest mistake of this generation . . .'

December, 1968.

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